

Request for Quote

Page 1 of 1

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
ONE CAPITOL HILL
PROVIDENCE RI 02908

CREATION DATE : 08-JAN-13
BID NUMBER: 7459226
TITLE: SHUTTLE SERVICES 1/22/13 - 4/12/13

BUYER: Melillo, Charlotte A
PHONE #: 401-574-8110

BLANKET START : 22-JAN-13
BLANKET END : 12-APR-13
BID CLOSING DATE AND TIME: 16-JAN-2013 10:45:00

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RIC SPECIAL INSTRUCTIONS
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SEE BELOW, RI N/A
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RIC-PURCHASING
600 MOUNT PLEASANT AVENUE
PROVIDENCE, RI 02908
US

Requisition Number: 1298429

Line	Description	Quantity	Unit	Unit Price	Total
1	1/22/13 - 4/12/13 SHUTTLE SERVICES - RHODE ISLAND COLLEGE - ONE (1) HANDICAP ACCESSIBLE VAN THAT CARRIES NO LESS THAN 15 PASSENGERS AS PER ATTACHED SPECIFICATIONS. EMAIL BUYER charlotte.melillo@purchasing.ri.gov * SHUTTLE SERVICES - PERIOD: JANUARY 22, 2013 - APRIL 12, 2012 - RHODE ISLAND COLLEGE - 1 HANDICAP ACCESSIBLE VAN THAT CARRIES NO LESS THAN 15 PASSENGERS AS PER ATTACHED SPECIFICATIONS (PRICE SHOULD REFLECT PRICE PER DAY PER VEHICLE (1 VEHICLE NEEDED PER DAY)	1.00	Each		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer



RHODE ISLAND
COLLEGE

Shuttle Route Map

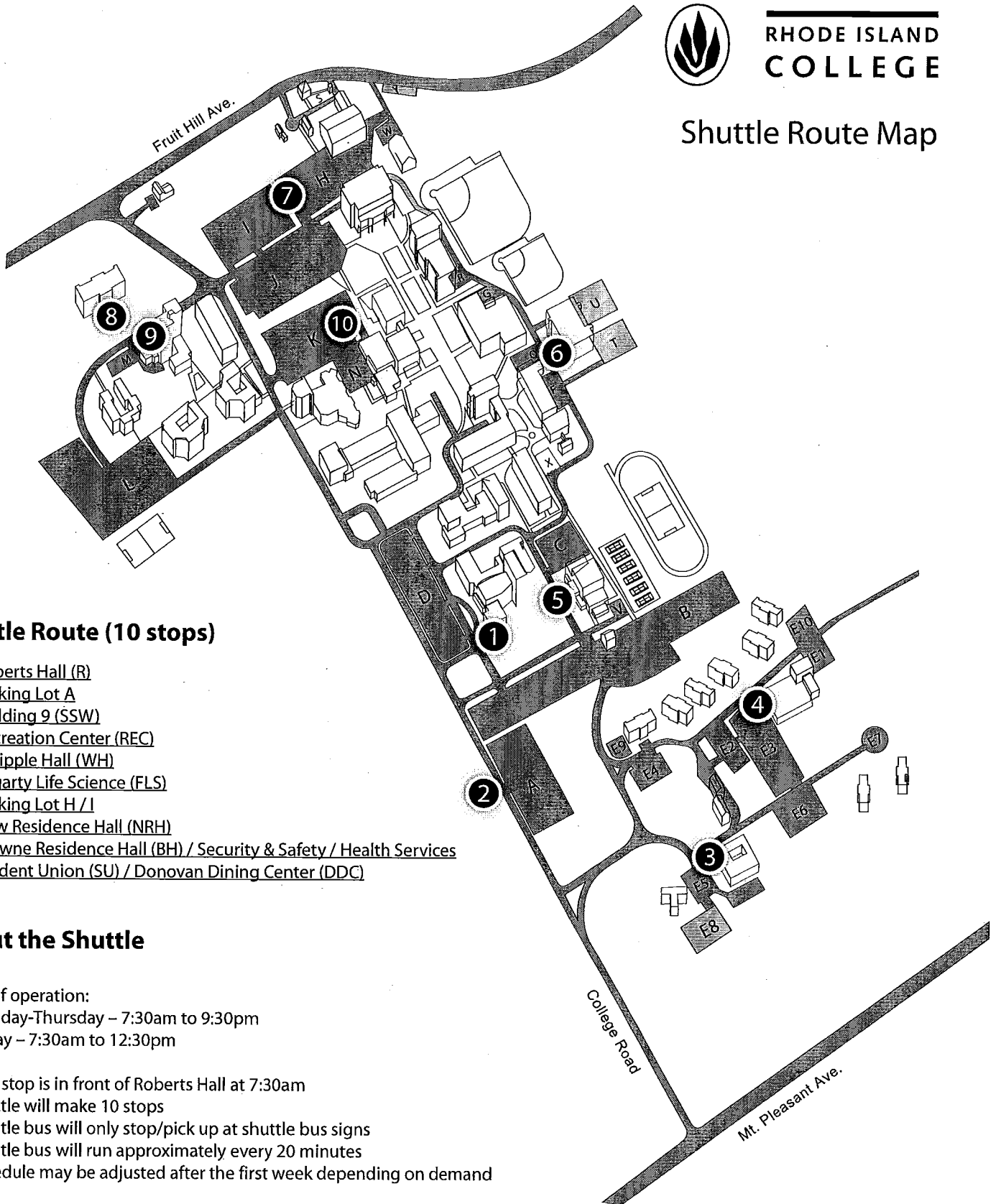
Shuttle Route (10 stops)

- 1 Roberts Hall (R)
- 2 Parking Lot A
- 3 Building 9 (SSW)
- 4 Recreation Center (REC)
- 5 Whipple Hall (WH)
- 6 Fogarty Life Science (FLS)
- 7 Parking Lot H / I
- 8 New Residence Hall (NRH)
- 9 Browne Residence Hall (BH) / Security & Safety / Health Services
- 10 Student Union (SU) / Donovan Dining Center (DDC)

About the Shuttle

Hours of operation:

- Monday-Thursday – 7:30am to 9:30pm
- Friday – 7:30am to 12:30pm
- First stop is in front of Roberts Hall at 7:30am
- Shuttle will make 10 stops
- Shuttle bus will only stop/pick up at shuttle bus signs
- Shuttle bus will run approximately every 20 minutes
- Schedule may be adjusted after the first week depending on demand



SHUTTLE SERVICE SPECIFICATIONS

CONTRACT PERIOD: JANUARY 22, 2013 – April 12, 2013

The successful vendor will be responsible for safely shuttling students around a determined campus loop at RIC beginning at 7:30 AM at The Keefe Transportation Center, making a total of 10 stops in a 30 minute cycle. The vendor will be required to utilize (1) vehicle that carries no less 15 passengers. The van used must meet RI Handicap Accessibility standards. Drivers must be ADA trained and provide proof of training with the bid proposal.

The successful vendor must provide a vehicle that meets all current and applicable Rhode Island rules, regulations, and laws. The vehicle is to be in good condition and must at all times allow for loading from the sidewalk. The vehicle must be no older than 7 model years old. Maintenance records must be made available for inspection at the request of the Director of Public Safety and Campus Police. These requests will only be made for cause. This vehicle will be required to be clearly recognizable and have a placard in the front window that contains the words "RIC SHUTTLE", making it visible to the public. It will be the responsibility of the successful vendor to ensure that the operator of this shuttle possess a valid Rhode Island Chauffeur's license and/or any other permits that may be required by the State of Rhode Island. Proof of liability insurance is required. Additionally, it will be the responsibility of the successful vendor to ensure that all of their employees that will have contact with members of the college community will have been thoroughly screened to include, but not be limited to, criminal background and drug tests.

The successful vendor will furnish their drivers with two-way radios or cell phones to communicate with the RIC Campus Police officers on duty as well as between the vans. The frequency will be furnished by RIC Campus Police. Programming of the radios will be at the cost of the vendor awarded the bid.

The vehicle that will be utilized will include GPS/Vehicle Tracking hardware to allow patrons to utilize a Mobile App for real time shuttle information and tracking.

This service will be for the period of **January 22 – April 12, 2013** excluding holidays. The hours of operation are from 7:30AM to 9:30 PM Monday through Thursday during the academic year as well as from 7:30 AM to 12:30 PM on Fridays. It will be the vendor's employee's responsibility to physically check in with RIC Campus Police at the beginning and end of each shift. These drivers will be in uniform which will clearly identify them as an employee of the company winning this bid.

THIS PAGE MUST BE RETURNED WITH YOUR BID

RFQ 7459226 Closing date 1/16/12 at 10:45 AM

PROPOSAL AMOUNT

UNIT PRICE PER DAY PER VEHICLE –
(1 VEHICLE NEEDED PER DAY)

**PLEASE PROVIDE THE MAKE/MODEL AND TYPE OF SHUTTLE AS WELL AS THE
REGISTRATION # AND STATE THAT THE VEHICLE IS REGISTERED.**

PLEASE RETURN THIS WITH YOUR BID

REQUEST FOR QUOTE 7459226

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordered during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

INSURANCE

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

LICENSE

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

RIVIP

IT IS THE VENDOR'S RESPONSIBILITY TO CHECK AND DOWNLOAD ANY AND ALL ADDENDA FROM RIVIP. THIS OFFER MAY NOT BE CONSIDERED UNLESS A SIGNED RIVIP GENERATED BIDDER CERTIFICATION COVER FORM IS ATTACHED AND THE UNIT PRICE COLUMN IS COMPLETE. THE SIGNED CERTIFICATION COVER FORM MUST BE ATTACHED TO THE FRONT OF THE OFFER. WHEN DELIVERING OFFERS IN PERSON TO ONE CAPITOL HILL, VENDORS ARE ADVISED TO ALLOW AT LEAST ONE HOUR ADDITIONAL TIME FOR CLEARANCE THROUGH SECURITY CHECKPOINTS.

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DELIVERY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.